DOI WILDLAND FIRE POLICY MEMORANDUM No. 2020-008

From: Jeffery Rupert - Director, Office of Wildland Fire

Subject: FY 2020 Third Quarter Budget Execution Review

Effective Date: *July 1, 2020*

Expiration Date: *September 30, 2020*

Purpose: This Policy Memorandum (PM) provides guidance on the Fiscal Year (FY) 2020 third-quarter review of budget execution status for the Department of the Interior's (DOI) Wildland Fire Management (WFM) program. This policy applies to all activities funded by the WFM appropriation, except for Suppression Operations.

Background: The Office of Wildland Fire (OWF) is coordinating this review in order to formulate an objective assessment of the current status of budget execution in the WFM program and anticipate the impacts that the COVID-19 pandemic may have on program performance.

By taking a proactive approach to evaluating the progress of current activities, OWF and the DOI fire bureaus are committing to effective oversight and management of the WFM program in support of the Secretary's and Administration's priorities.

Coordination: Bureau Fire Directors and Fire Budget Leads were consulted in the development of this PM.

Scope: This PM applies to the Department of the Interior's bureaus and offices responsible for wildland fire management activities.

Existing Policy Affected: N/A

Authority: Departmental Manual Part 620 Wildland Fire Management

Policy:

Bureaus are requested to use the FY 2020 Third Quarter Review Template (Attachment A) to provide a candid assessment of all activities, except for Suppression Operations.

Please provide one consolidated submission for each bureau. This is due to Thao Tran and Craig Leff no later than the close of business on Friday, July 17, 2020.

Third Quarter Review Submission
Bureau Fire Budget Leads are responsible for coordinating within their bureau to evaluate the current status of budget execution as required in Attachment A.

Attachment A includes the following:

- Table 1 provides a bureau-level summary of budget execution status and project accomplishments that have been obligated or expected to be obligated by the end of FY 2020.

- Tables 2A-2C in Attachment A provides a description of anticipated impacts to budget activities and projects. Where possible, please indicate if program impact is due to COVID-19 or other factors. Consistent with direction provided in OWF-PM 2017-004 and OWF-PM 2017-009 ("Wildland Fire Management Program Carryover Funding Balances"), please identify any potential plans for the use of expected carryover amounts over 2%.

- Table 3 provides the template to request funding for bona fide unfunded needs. These projects must be ready to be obligated by September 30, 2020. Please list each project need as a separate line item. This can include Department-wide Activities, additional projects to accomplish under the Fuels Management or BAR spend plans, or new projects and activities.

Department-Wide Activities

Attachment B identifies the current Department-wide activities and associated project lead.

Please report any changes to project funding, including amounts that are no longer needed or feasible to be obligated by September 30, 2020. List each impacted project as a separate line item in Table 2B.

Fuels Management and Burned Area Rehabilitation Spend Plans

Based on the final project spend plans that were approved for FY 2020 funds execution in accordance with OWF Policy Memorandum 2020-003, "Final Guidance for Fiscal Year 2020 Funds Execution and Wildland Fire Management Budget Allocations" and relevant carryover spend plans, please use Table 1 and Table 2A to identify amounts that are no longer needed and/or projects that are not feasible to be completed by September 30, 2020.

Please also report each impacted project funded by the Fuels Management special initiatives (e.g. Southern Border, California priorities) as a separate line item in Table 2C.

Contact: All questions regarding this Policy Memorandum can be directed to Craig Leff at (202) 606-3053 or craig_leff@ios.doi.gov, or Thao Tran at (202) 606-0518 or thao_tran@ios.doi.gov

ATTACHMENT A: Wildland Fire Management - FY 2020 Third Quarter Budget Execution Review
TABLE 1: SUMMARY

	Date:	
	Bureau:	

Provide a high-level report of budget execution status and project accomplishments that have been obligated or expected to be obligated by the end of FY 2020 (September 30, 2020). Fill in all yellow highlighted cells. Please do not change the formulas in the gray highlighted cells.

(dollars in thousands)	FY 2020 STATUS OF FUND EXECUTION					
Program Activity	FY 2020 Total Available Resources*	Obligations as of 6/30/2020*	Funds Available as of 6/30/2020	Projected Obligations by 9/30/2018	Fiscal Year-End Balance	*Carryover Rate*
Preparedness: Department-Wide			$0		$0	#DIV/0!
Preparedness: Direct Program (including Fixed Costs and Service Level Agreements)			$0		$0	#DIV/0!
Total Preparedness	$0	$0	$0	$0	$0	#DIV/0!
Fuels Management: Department-Wide			$0		$0	#DIV/0!
Fuels Management: Direct Program (including Fixed Costs and Service Level Agreements)			$0		$0	#DIV/0!
Fuels Management: Special Initiatives						#DIV/0!
Total Fuels Management	$0	$0	$0	$0	$0	#DIV/0!
	FY 2020 Target**	*Accomplishments as of 6/30/2020*	Completion Rate	*Accomplishments by 9/30/2020*	Change	
Fuels Management: Est. Number of Acres Treated			#DIV/0!		0	#DIV/0!
BAR: Department-Wide			$0		$0	#DIV/0!
BAR: Direct Program			$0		$0	#DIV/0!
Total BAR	$0	$0	$0	$0	$0	#DIV/0!
	FY 2020 Target**	*Accomplishments as of 6/30/2020*	Completion Rate	*Accomplishments by 9/30/2020*	Change	
BAR: Est. Number of Acres Treated			#DIV/0!		0	#DIV/0!
Facilities			$0		$0	#DIV/0!
Joint Fire Science Program			$0		$0	#DIV/0!

* FY 2020 Total Available Resources include prior-year carryover, recoveries, and FY 2020 allocation. Please ensure the amounts for "FY 2020 Total Available Resources" and "Obligations as of 6/30/2020" align with amounts reported in the Status of Funds report as of July 1, 2020.
** Input the total accomplishments target in the final FY 2020 spend plan.

ATTACHMENT A: Wildland Fire Management - FY 2020 Third Quarter Budget Execution Review
TABLE 2 - DESCRIPTION OF IMPACT

Date:	0-Jan-00
Bureau:	0

Provide a description of all anticipated impacts to budget activities and projects. Where possible, please indicate if program impact is due to COVID-19 pandemic or other factors. Please identify any plans for use of expected carryover amounts over 2%.

TABLE 2A: DIRECT PROGRAM - complete all line items

Budget Activity	Description of Program Impacts	Rationale for Program Impacts	Estimated Fiscal Year-End Balance (Carryover)*	Estimated Carryover Over 2%	Plans for Use of Carryover Over 2%	Additional Remarks
Preparedness: Direct Program			$0	$0		
Fuels Management: Direct Program			$0	$0		
BAR: Direct Program			$0	$0		
Facilities			$0	$0		
Joint Fire Science Program			$0	$0		

TABLE 2B: DEPARTMENT-WIDE ACTIVITIES - complete only for impacted projects

Project/Activity	Description of Project Impacts	Rationale for Project Impacts	Estimated Fiscal Year-End Balance (Carryover)*	Estimated Carryover Over 2%	Plans for Use of Carryover Over 2%	Additional Remarks

TABLE 2C: FUELS MANAGEMENT SPECIAL INITIATIVES - complete only for impacted projects

Project/Activity	Description of Project Impacts	Rationale for Project Impacts	Estimated Fiscal Year-End Balance (Carryover)*	Estimated Carryover Over 2%	Plans for Use of Carryover Over 2%	Additional Remarks

Estimated Fiscal Year-End Balance amount should align with cells in Column F in Table 1.

ATTACHMENT A: Wildland Fire Management - FY 2020 Third Quarter Budget Execution Review

TABLE 3 - FUNDING REQUEST

	Date:	0-Jan-00
	Bureau:	0

Request funding for bona fide unfunded needs below. These projects must be ready to be obligated by the end of FY 2020 (September 30, 2020). List each project need as a separate line item, and insert additional rows as needed.

Funding Category	Project/Activity Name	Description (include purpose and expected outcome)	Location (State/County/Unit)	Secretarial/ Administration Priorities	Number of Acres Treated (if applicable)	Project Duration	Funding Requested	Expected Obligation Date	What will happen if project/activity is not funded in FY 2020?	Additional Comments/Justification
Total Funding Requested							$0			

DOI Wildland Fire Management Department-Wide Activities

Department-Wide Activity	Type	Funding Source	Lead	Bureau
Aviation Assets	Ops	Preparedness	Brad Gibbs	BLM
Active Lands Management and Shared Stewardship Solution POC	IT	Fuels Management	Kristy Swartz, Jason Fallon	OWF
AGOL Collector (ESRI)	IT	Preparedness	Erik Torres-Jacquez	NPS
BAR National Program Management	Support	BAR	Rich Schwab	NPS
Collaborative Implementation	Support	Preparedness & Fuels Management	Craig Leff	OWF
Contracted Resources Obligation System	IT	Preparedness	Kim VanHemelryck	OWF
DOI Department-Wide Fuels Agreements	Support	Fuels Management	Kristy Swartz/ Henry Bastian	OWF
DOI Department-Wide Preparedness Agreements	Support	Preparedness	Kim VanHemelryck	OWF
FEAT/FIREMON (FFI)	IT	Fuels Management	Nate Benson/Mark Koontz	NPS
Fire Effects Information System (FEIS)	IT	Fuels Management	Jason Fallon	OWF
FIRECODE	IT	Preparedness	Shannon Tippett	BLM
FIRENET	IT	Preparedness	Chris Buzo/ Trent Randall	OWF/ OCIO
FxNET	IT	Preparedness	Bryan Henry	BLM
IFT-DSS	IT	Fuels Management	Jason Fallon	OWF
Incident Qualification & Certifcation System (IQCS)	IT	Preparedness & Fuels Management	Shannon Tippett	BLM
Incident Technology Support Specialist (ITSS) Training Course - Cadre Support	Support	Preparedness	Erik Torres-Jacquez	NPS
INFORM (Formerly FORApp)	IT	Preparedness	John Noneman	BLM
Integrated Reporting Wildfire Information (IRWIN)	IT	Preparedness	Chuck Wamack	OWF
LANDFIRE	IT	Fuels Management	Jason Fallon/Kristy Swartz	OWF
Lessons Learned Center (LLC) Support	Support	Preparedness & Fuels Management	Mark Koontz (until position filled)	NPS
Lightning Detection Services	Support	Preparedness	Robbie Swofford	BLM
Medical Standards Operations	Support	Preparedness	Kaili McCray	OWF
Monitoring Trends in Burn Severity (MTBS)	IT	Fuels Management	Nate Benson/Mark Koontz	NPS
National Fire Plan Operations & Reporting System (NFPORS)	IT	Fuels Management	Jason Falon	OWF
SAFENET	IT	Preparedness	John Noneman	BLM
SageSTEP	Support	Fuels Management	Dave Mueller	BLM
WFIT Staff & Services	IT	Preparedness & Fuels Management	Chris Markle	OWF
WFMI	IT	Preparedness	John Noneman	BLM
WildCAD	IT	Preparedness	Chuck Wamack	OWF
Wildfire Decision Support System (WFDSS)	IT	Preparedness	TBD (Kim VanHemelryck)	OWF

		Preparedness & Fuels		
Wildland Fire Management RD&A Support	Support	Management	Kim VanHemelryck	OWF

WFIT Portfolio